

Montgomery County Special Exemption Application

Date _____

Fee \$ 150.00 Paid _____

Submitted _____

Property Owner _____

Mailing Address _____

Phone Number _____

Property Location _____

Applicant, if not owner _____

Property Zoning _____ Size of property _____

Type of proposed construction _____

What specific circumstance exists, that requires the issuance of this Special Exemption?

A copy of a survey of the property will need to be submitted with this application. You will need a detailed scaled drawing showing all structures and setbacks. This is needed to verify compliance with Article II, Section 2.1 of the Montgomery County Zoning Ordinance.

Minimum width requirement _____ feet
- 20 % _____ feet
- Actual width _____ feet

Minimum lot size requirement _____ feet
- 20 % _____ feet
Actual lot size _____ feet

After reviewing Article II, Section 2.1, you will need to provide deed records showing that no two adjacent parcels of land were in the same ownership since October 2, 1973

Article II. Administration

2.1 Nonconforming Land

Where the owner of a lot (or his successor in title thereto) at the time of the adoption of this Ordinance or any amendment thereto does not own sufficient land to enable him to conform to the applicable lot requirements of this Ordinance, as amended, the owner may develop such lot as a building site for a single residence in a district where residences are permitted, or for a single business where businesses are permitted, provided that the lot width and lot area are not more than 20 percent below the minimum specified in this Ordinance, and that the minimum yard and other requirements are maintained. In any case where the lot width and lot area are more than 20 percent below the minimum specified in the Ordinance, or other dimensional requirements cannot be met, the Board of Adjustment may approve, as a special exemption, such dimensions as shall conform as closely as possible to the required dimensions. If two or more adjoining and vacant lots of record are in single ownership at any time after the vacant lots of record are in single ownership at any time after the adoption of this Ordinance, such lots shall be considered as a single lot or several lots which meet the minimum requirements of the Ordinance for the district in which such lots are located.

You will need to supply 14 copies of any material larger than legal size paper. 8 1/2" x 14"
This will consist of 5 copies for the Planning Board, 5 for the Commissioners, 2 for staff and 2 for press.

A copy of the County tax map, showing the property in question and the surrounding vicinity.

A list of adjacent property owners, along with their mailing addresses. This information may be obtained from the County Tax Department.

I understand that I, or a representative must attend the Planning Board and Commissioner's meeting in order for my request to be approved. I understand that any incorrect information supplied here on my part may result in the revocation of this application.

Owner / Applicant